

Flight by Notification Setup V26

Here's a detailed walkthrough of how to download a survey to the Survey123 field app on your mobile device or windows for a Flight by Notification or an SGI:

Tips for filling out the Flight by Notification

- The flight by notification form can create a notification to dispatch for non-TFR missions or it can create an SGI for TFR missions. Either way it will generate a mission organizer.
- Once you submit the survey an email will automatically be generated and sent to the appropriate parties. Please verify that the contacts in the “Notification” section are accurate prior to sending
- You will be CC'd on the email that is generated. If you do not see that email in about 10 minutes after submitting reach out to your regional coordinator for assistance.
- When using the field app, you can copy or edit a submitted.
 - In the survey page after you have completed your first survey there will be a sent option at the bottom of the screen. Select that option and it will show you your previous surveys. Select one that is near where you are flying and select “copy sent data to a new survey” and that will generate a new survey with the previous information. Then just update for the current mission.
 - Only on the app that submitted it can edit or copy existing FBN.
 - It will resend the Including sending out a Flight Notification and Mission Organizer.

Prerequisites (This is only needed for the first time filling out the survey):

- **Survey123 Field App Installed:** Download and install the ArcGIS Survey123 field app on your smartphone or tablet from the appropriate app store (Apple App Store or Google Play Store).
 - FS Windows Download link: [ESRIArcGISSurvey123v3.23.36_WKS.zip](#)
 - Here is the link to the windows install file. You will need to be on VPN to get access to this folder.
 - If that doesn't work you can search it up on the [IT Resources](#) SharePoint.
 - If you are using a non-agency device to access mobile NIFC is the only login that will work.
- **Internet Connection:** You'll need an internet connection (Wi-Fi or cellular data) to initially download and to complete your surveys on your device.
- **ArcGIS Online Account:** You may already have an ArcGIS Online (AGOL) organizational account (username and password). If you do, there's no need to complete the following steps. However, if you don't have an account, here's how to request one:
 - Determine which organization you belong to and visit the appropriate account request page:
 - **USFS AGOL: [Account request](#)**
 - **NIFC AGOL: [Account request](#)**
 - Scroll down on the page to find the request buttons located near the bottom.
 - Click the button to submit your request for an AGOL organizational account.
 - Once your account is set up, you'll receive login credentials to access the platform.





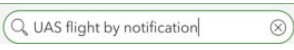


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- **Get access to the UAS AGOL Group:** Joining the AGOL group is essential for accessing the tools and permissions needed to collaborate effectively and complete UAS-related tasks. **You will not be able to access the survey without completing this step!**
 - Determine the login type you are going to utilize and select the correct link:
 - **USFS Account:** Use the link for the [USFS UAS Operations](#) Group
 - **NIFC Account:** Use the link for the [UAS Operations](#) Group
 - Open a web browser and navigate to the appropriate link.
 - Sign in with your credentials when prompted.
 - Once signed in, you will be directed to the group page.
 - Select the relevant option to join the group. This is in the upper right-hand side of the browser window.
 - Confirm your membership and proceed with the next steps in the process.

Using the Web App

- Link to the web App: <https://arcg.is/1S19rG>
 - Some functions don't work as well in the web browser as the app, but you can still get it to work. Please take extra time to review each field for accuracy.

Steps to Download the Flight by Notification:


- **Open the Survey123 Field App:**
 - Tap  on your mobile device or select it from your start menu on Windows
- **Sign In to ArcGIS Online:**
 - Tap "Sign In."
 - Enter Organizational URL (NIFC or USFS) |  and select continue
 - The app will authenticate your credentials and connect to your ArcGIS Online organization.
- **Access and download the Survey List:**
 - Tap  in the upper right-hand corner of the screen
 - Tap 
 - Search for  and download  the "UAS Flight by Notification" survey
 - Or tap  the QR reader in the upper right corner of the screen and capture the below QR



- **Begin Survey:**

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- Tap
- Then tap  Collect
- Then Begin entering your flight information.

Important Notes:

- **Storage Space:** Ensure your device has enough storage space to accommodate the survey files.
- **Updates:** If the survey author makes changes to the survey in ArcGIS Online and republishes it, you may need to download the updated version to your device. The Survey123 field app may provide notification or an option to refresh or update surveys. **Always keep the Survey up to date!**